

# iPhone & iPad Essentials

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# iPhone & iPad Essentials

September 13, 20: "The Basics"

September 27: "WiFi, Carrier Networks & Syncing & Backups"

October 4: "Phone Calls and IOS 12"

October 11: "Email & Texting"

October 18: "Surfing the Web"

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# iPhone & iPad Essentials

October 25: "Playing Music, Video & Podcasts"

November 1: "Taking photos & videos"

November 8: "Maps, calendars and reminders"

November 15: "Buying Apps"

November 29: "Notes and Word Processing"

December 6: "Security, Siri & Troubleshooting"

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# What will these devices do?

Email

Keep an address book

Keep a calendar

Messaging

Browsing the Internet

Games

## **Take Pictures**

Play music and videos

Display maps and give directions

Read books and magazines

Many other things

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Everything is done by running  
an app

2 Types of Apps

Built in apps from Apple

Purchased Apps (both free and for a fee)

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## Built in Apps

Activity  
Calculator  
Calendar  
Camera  
Compass  
Contacts  
Facetime  
Find Friends  
Find iPhone  
Game Center

Health  
iBooks  
iCloud Drive  
Mail  
Maps  
Messages  
Music  
Notes  
News  
Photos

Podcasts  
Reminders  
Safari  
Stocks  
Stores  
    App Store  
    iTunes Store  
Tips  
TV (formerly Video)  
Voice Memos  
Wallet  
Weather

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## Purchased Apps

Millions of them

“There is an app for that!”

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OK!  
Here we go.....

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# Operating system

iOS

Controls everything the device will do

Updated yearly

currently is iOS 11 (11.4.1)

Runs on iPhone 5S, iPad Mini 2 and iPad Air or newer

To get the best use out of the device, you must know a little about iOS

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# Operating system

iOS is the same for both the iPad and the iPhone

Well, almost

The difference between them is the hardware in each device (in iOS 11 there are iPad only features)

iPhones have WiFi and carrier network (data and phone) and GPS

iPad all have WiFi but some have carrier network (data only) and GPS capability

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# WiFi

Short range - up to 300ft

2 types

Secured

Unsecured

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# Secure WiFi

Requires a password

encrypted

look for the padlock in →Settings→WiFi:

Safe to use for sensitive information

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# Unsecured WiFi

ie: Starbuck or Hotels

no lock symbol in →Settings→WiFi:

open transmissions and receipts so they can be viewed by others

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# Unsecured WiFi

Use with caution

http:// - beware

https:// - safe as long as it doesn't go back to http://

When in doubt, don't!!!!!!

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# CSUF networks

eduroam

Secured with high encryption

requires a CSUF account & password

To get an account you need a CWID and Pin #

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# Re: CSUF accounts

Has always been mandatory for CSUF students, faculty and staff

Now mandatory for OLLI members

Benefits

Secured WiFi access at many Universities and Museums

csu.fullerton.edu email address can get software discounts

[lynda.com](http://lynda.com) tutorials

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## CSUF networks

CSUF-GUESTz

unsecured

does need a password which you can receive via email or by text

good for 3 hours at a time

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## Carrier Networks

Paid access from Carriers such as:

ATT

Verizon

T-Mobile

Sprint

etc.

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## Carrier Networks

Radio waves with a range of 1 to 5 miles

Used for data

paid for by monthly data transfers in Giga Bytes

Roaming rights

Domestic

International

Speeds

LTE, 4G, 3G, E

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## Data Plans

Rates are based upon how much data is available

Unlimited (watch restrictions)

# Gigabyte limits

Family and individual plans

Many carriers and vendors

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# Phone plans

A separate type of connection with its own billing plans

rates are based upon the minutes of phone calls and the number of text messages per month

Individuals and family plans are available for both phone and data plans

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# lynda.com

Many tutorials including iPhone/iPad

[iOS 11: iPad & iPhone Essential Training](#)

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# Buttons and Physical stuff

Sleep/Awake button (iPhone X "side button")

Volume buttons

Mute or Orientation switch. (iPad may not have it)

Speakers

Microphones

Back and Front Cameras & flash (some iPads don't have it)

Lightning connector

Headphone jack (except on iPhone 6s and earlier)

Home button (except iPhone X)

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# Buttons and Physical stuff

Explanations below are not for the iPhone X

MacWorld article on iPhone 10 gestures

<https://www.macworld.com/article/3235724/iphone-ipad/iphone-x-touch-gestures-and-commands.html>

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## Sleep, awake and shutdown

Wake it up

click home button or press sleep/awake button

Lock it

Shutdown

When to let it nap

→Settings→ Display & Brightness→Autolock

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## Finger Gestures

Tap

Tap & Hold

Drag

Flick

Hard Press (only newer iPhones)

Pinch in/out

Double tap

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## Basic Security

Passcode (not Password)

→Settings→Touch ID & Passcode→Turn  
Passcode On (Off)

→Settings→Touch ID & Passcode→Require  
Passcode

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## Basic Security

Touch ID

→Settings→Touch ID & Passcode→Add a  
Fingerprint

Set up a fingerprint

label it

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# Basic Security

Face ID (iPhone X and 2018 phone)

→Settings→Face ID & Passcode→

Set up a Face ID

[Apple article on Face ID](#)

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# Sounds

You can adjust the sounds for many actions

→Settings→Sounds

  Ringtones

  Other actions

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# Control Center

↑ from below the screen (On iPhone X or newer ↓ from upper right horn)

Top Section

Airplane mode

WiFi (turns on/off local WiFi connection)

Bluetooth (turns on/off local Bluetooth connection)

Orientation lock

Do not Disturb

Mute (iPad)

Brightness

Volume

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# Control Center

↑ from below the screen (On iPhone X or newer ↓ from upper right horn)

Music Section

  Play

  Reverse

  Fast Forward

Hard press (or long press) to get more controls including

  Volume

  Redirect sound

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# Control Center

↑ from below the screen (On iPhone X or newer  
↓ from upper right horn)

Screen Mirroring (AirPlay Section)

Stream audio, video

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# Control Center

↑ from below the screen (On iPhone X or newer ↓ from upper right horn)

Go to Apps (customizable in **Settings**→**Control Center**)

Flashlight (not on iPads without camera flash)

Timer (clock)

Night Mode

Calculator (iPhone only)

Camera

etc.

To close tap anywhere outside Control Center or slide down on arrow

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# Notifications

↓ from above screen (iPhone X ↓ from the left horn)

Today (Widgets)

Finger swipe to the right

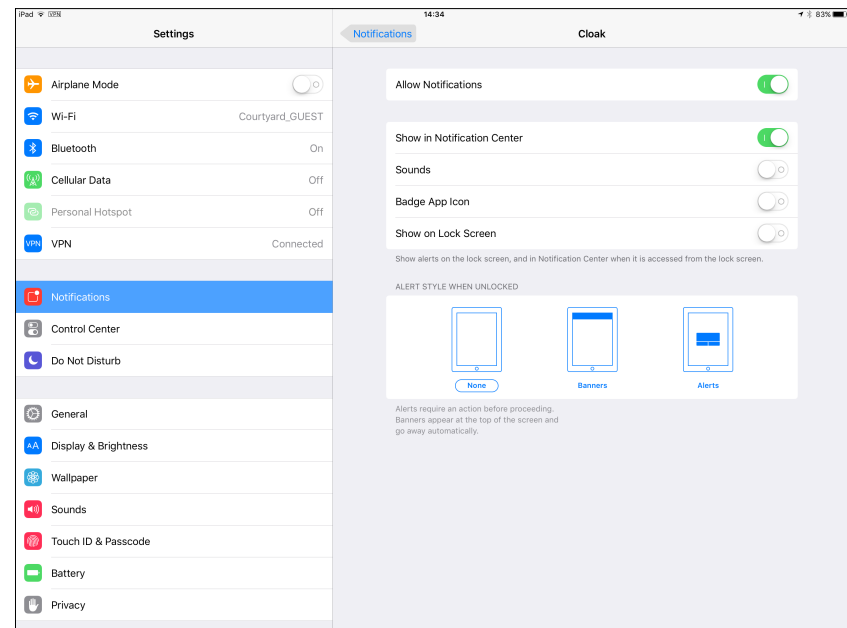
Select from Edit at the bottom of the screen

Notifications

Selected apps can send a notification based on you selection at  
**Settings**→**Notifications**

Camera (swipe left)

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# Home Screen

As many screens as you need

Navigate by flicking or dragging

Move icons by tap and hold until icons shake

Then drag icon to place on screen you want

Delete icons by pressing the x (can hide but not delete Apples built in apps)

End the edit by pressing the Home Button

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# Create a folder

Tap and hold an icon until the icons shake

Drag the icon on top of another icon

When it creates the gray folder you may change the suggested name it has created

Icons can be dragged in and out of folders that are already created

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# Typing

Virtual keyboards

Changes based on what you are going to type

Text Replacement (Shortcuts) to make typing faster

➔Settings➔General➔Keyboard➔Text Replacement

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# Typing

Can change keyboards for many languages

➔Settings➔General➔Keyboard  
➔Keyboards➔Add New Keyboard...

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# Typing

## Skills to know

The character is selected when you let go of a key

Copy & paste

Shake to undo

What is underneath some keys

Hold & slide numeric/alpha key

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# Alternatives to Typing

Siri

Audio input

Bluetooth and wireless keyboards

Magnetically connected keyboards

iPad Pro only at this point

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# You can

Wake up, put to sleep, shutdown and restart

Home screen, personalization, folders and deleting apps

Passcode Face ID and Touch ID

Control Center

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# Your Apple ID

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# Software Updates

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# Tips

Auto lock timing adjustments

Turn off Control Center Access on Lock Screen

Correct Siri's pronunciation of names

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# Extras

“IOS 12 announced yesterday”

Security

Phishing

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# Phishing email

AppleID

To: Robert Newcomb

[Details](#)



**New Ticket #ZZI74T832Z, Your AppleID has been locked due to unusual Activity**

July 31, 2018 at 03:55



Dear [bob@newcomb-family.org](mailto:bob@newcomb-family.org),

This message is to inform you that your Apple Account has been temporarily locked until you can validate your Apple ID details on file. This is a security measure to protect your Apple Account from unapproved use.

You won't be able to access Apple services or the iTunes & App Store until you verify your Apple Account ownership. We urge you to complete validation as soon as possible. Please validate your details within a 48-hour period or our system will delete your Apple/Cloud Account to safeguard our system.

**How do I validate my Apple Account and Unlock my Apple ID?**

Just proceed to the link below to verify your ID. Login in using your Apple ID and password.

[Validate My Apple ID >](#)

Sincerely,  
Apple Support  
Case Support ID:#115GK72914-ID9

[Apple ID](#) | [Support](#) | [Privacy Policy](#)

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# 2 Factor Authentication

Apple web page on 2 Factor Authentication

When you try to access your Apple ID account

Code is sent to trusted device

Can have a text or call to a trusted phone #